

**AUDIT COMMITTEE
ESCAMBIA COUNTY SCHOOL BOARD
VERNON MCDANIEL BUILDING – 75 N. PACE BLVD - PENSACOLA, FLORIDA
HR Conference Room – 1st FLOOR**

December 2, 2025 – 11:30 AM

Meeting was advertised in the Pensacola News Journal

I. CALL TO ORDER

Mr. Wilson, Audit Committee Chair, called the meeting of the Audit Committee to order at 11:34 a.m. in the HR Conference Room, 75 N. Pace Blvd., 1st Floor, Pensacola, FL 32505.

Those present were:

Tod Wilson

Alison Jones via Google Meet

Dr. Chula King

Dr. Barbara White

Melanie Gambill

McKenzie Lane, Director

Jeanne Pilgrim, Audit Administration Specialist

Jeanne Pilgrim recorded the minutes.

II. ADOPTION OF AGENDA

A motion was made by Dr. King and seconded by Ms. Gambill to adopt the agenda. No further discussion. Motion passed unanimously.

III. PUBLIC INPUT

Rob Bennett spoke on his concerns regarding the Audit Committee Charter and Internal Auditing operations.

IV. APPROVAL OF MINUTES FROM MEETING OF NOVEMBER 3, 2025

A motion was made by Dr. King and seconded by Dr. White to approve the minutes as presented. There being no further discussion, the motion passed unanimously.

V. ITEMS FROM INTERNAL AUDITING

A. Items for Approval

1. School Internal Accounts Audits – Ms. Lane reported on findings that were consistent throughout the district among several schools and that the Accounting Operations Department will be giving the information to bookkeepers on how to correct the findings.

A motion was made by Dr. White and seconded by Ms. Gambill. There being no further discussion, the motion passed unanimously.

B. Items for Discussion

1. Inventory Tech Salary – Ms. Lane reported on the status of the request for upgrading this position.

Ms. Lane informed the committee that the request was deleted from the agenda for the October Board Meeting. Ms. Lane also reported that this issue will continue to be discussed with District staff.

The idea of hiring a temporary employee through Landrum to assist in completing Inventories was brought forward. An informal vote was called by the Chair to approve the hiring of a Landrum employee with all members voting for consent until such time the position can be filled.

2. Staffing Update
 - a. Auditor – Ms. Lane reported that there were eight (8) applicants that she is in the process of grading. The plan is to choose the top three (3) candidates for interviews. She also reported there is a possibility of re-advertising the position if deemed necessary.
3. Project Update
 - a. FEMA (Hurricane Sally) – Ms. Lane is still meeting with FEMA to close out projects. She also stated that the Department of Environmental Protection (DEP) has questions regarding holding ponds.

VI. ITEMS FROM COMMITTEE MEMBERS

Dr. King recommended that we add to future meeting minutes that “The Audit Committee has recognized, discussed and are in accordance with statutory requirements for meeting advertisements.”

VII. ANNOUNCEMENTS

None

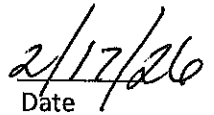
VIII. NEXT MEETING DATE

TBD

IX. ADJOURNMENT

The meeting was adjourned at 12:36 p.m.


Tod Wilson, Audit Committee Chair


Date